



Town of Paradise

Town Council Meeting Agenda

6:00 PM – March 11, 2025

Town of Paradise Council Chamber – 5555 Skyway, Paradise, CA

Mayor, Steve Crowder
Vice Mayor, Steve “Woody” Culleton
Council Member, Greg Bolin
Council Member, Heidi Lange
Council Member, Ronald Lassonde

Town Manager, Jim Goodwin
Town Attorney, Scott E. Huber
Town Clerk/Elections Official, Melanie Elvis
CDD, Planning & Onsite, Susan Hartman
CDD, Building & Code Enforcement, Tony Lindsey
Finance Director/Town Treasurer, Aimee Beleu
Public Works Director/Town Engineer, Marc Mattox
Division Chief, CAL FIRE/Paradise Fire, Garrett Needles
Chief of Police, Eric Reinbold
Recovery & Economic Development Director, Colette Curtis
Human Resources & Risk Management Director, Crystal Peters
Information Systems Director, Luis Marquez

Meeting Procedures

- I. The Mayor is the Presiding Chair and is responsible for maintaining an orderly meeting. The Mayor calls the meeting to order and introduces each item on the agenda.
- II. The Town staff then provides a report to Council and answers questions from the Council.
- III. Citizens are encouraged to participate in the meeting process and are provided several opportunities to address Council. Any speaker addressing the Council is limited to three minutes per speaker - fifteen minutes per agenda item
 - A. If you wish to address the Council regarding a specific agenda item, please complete a “Request to Address Council” card and give it to the Town Clerk prior to the beginning of the meeting. This process is voluntary and allows for citizens to be called to the speaker podium in alphabetical order. Comments and questions from the public must be directed to the Presiding Chair and Town Council Members (please do not address staff.) Town staff is available to address citizen concerns Monday through Thursday at Town Hall between the hours of 8am and 5pm.
 - B. If you wish to address Council regarding an item not on the agenda, you may do so under Item 4, “Public Communication.” Again, please fill out a card and give it to the Town Clerk before the meeting. State Law prohibits Council action on items not listed on a public agenda.

In compliance with the Americans with Disabilities Act (ADA) Compliance, persons who need special accommodations to participate in the Town Council meeting may contact the Town Clerk at least three business days prior to the date of the meeting to provide time for any such accommodation.

1. OPENING

- 1a. Call to Order
- 1b. Pledge of Allegiance to the Flag of the United States of America
- 1c. Invocation
- 1d. Roll Call

- 1e. Town Council recognition of Employee Service to the Town of Paradise for 2024 presented by Mayor Crowder.

5 Years:

Derek Archuleta
Justin Kanner
Amanda Oakley
Brock Stratton
Montana Wood

10 Years:

John Alvies
Matthew Gates
Michael Houdek
Andrea Lui

20 Years:

Susan Hartman
Robert Larson
Kevin Peppas

25 Years:

Robert Pickering

- 1f. Presentation by Paradise Irrigation District Manager Kevin Phillips on partnering with the Town on the Paradise Sewer Project. (**Introduction by Marc Mattox, Town Engineer**)

- 1g. p7 Camp Fire Recovery Updates - Written reports are included in the agenda packet.

Colette Curtis, Recovery and Economic Development Director - recovery projects, advocacy, economic recovery and development, communications, emergency operations and Housing updates.

Marc Mattox, Public Works Director/Town Engineer -infrastructure and sewer updates.

Tony Lindsey, CDD-Building and Code Enforcement- Code Enforcement update.

2. CONSENT CALENDAR

One roll call vote is taken for all items. Consent items are considered to be routine business that does not call for discussion.

- 2a. p31 Approve minutes from the February 11, 2025 Special and Regular Town Council Meetings. (**Melanie Elvis/Town Clerk**)
- 2b. p39 Approve February 2025 Cash Disbursements in the amount of \$6,696,322.59. (**Aimee Bealeu/Finance Director**)
- 2c. p47 Adopt Resolution No. 2025-___, "A Resolution of the Town Council of the Town of Paradise Amending and Re-Adopting Conflict of Interest Code for the Agencies and Departments of the Town of Paradise Which Incorporate by Reference the Fair Political Practices Commission's Standard Model Conflict of Interest." (**Melanie Elvis/Town Clerk**)
- 2d. p53 Adopt Resolution No. 2025-___ "A Resolution of the Town Council of the Town of Paradise Rescinding Resolution No. 14-37 and Adopting the Revised Council Member Handbook." (**Melanie Elvis/Town Clerk**)
- 2e. p258 Acknowledge receipt of and file the Planning Commission's annual report concerning implementation status of the 1994 Paradise General Plan and Housing Element for the 2024 calendar year. (**Susan Hartman/Community Development Director**)
- 2f. p288 1. Waive second reading of the entire Town Ordinance No. 644 and approve reading by title only (roll call vote); and, 2. Adopt Town Ordinance No. 644, " An Ordinance Amending Text Regulations Within Paradise Municipal Code Titel 5 [Business Licenses]; Title 17 [Zoning] Relative to the Central Business Zoning District; Vending Licenses; Farmers Markets; and the Walkable Downtown Core". (**Susan Hartman/Community Development Director**)
- 2g. p294 1. Waive the second reading of Town Ordinance No. 643 and read by title only; and, 2. Adopt Town Ordinance No. 643 "An Ordinance of the Town Council of the Town of Paradise Rezoning Certain Real Property From "C-F" (Community-Facilities) to a "C-B" (Central Business) Zone Pursuant to Paradise Municipal Code Sections 17.45.500 Et. Seq. (TOP: PL24-00128)". (**Susan Hartman/Community Development Director**)
- 2h. p296 Concur with staff recommendation to file a CEQA Notice of Exemption for the Go Paradise: Neal Gateway Project. (**Marc Mattox/Town Engineer**)
- 2i. p302 Adopt Resolution No. 2025- __, "A Resolution of the Town Council of Town of Paradise accepting the work performed under the Off-System Roadway Rehabilitation Project - 2023, Contract 8407.1 CON performed by Hat Creek Construction & Materials, Inc." (**Marc Mattox/Town Engineer**)

3. ITEMS REMOVED FROM CONSENT CALENDAR

4. PUBLIC COMMUNICATION

For matters that are not on the Council business agenda, speakers are allowed three (3) minutes to address the Council. The Town Council is prohibited from taking action on matters that are not listed on the public agenda. The Council may briefly respond for clarification and may refer the matter to the Town staff.

5. PUBLIC HEARINGS

For items that require a published legal notice and/or a mailed notice.

Public Hearing Procedure:

- A. Staff Report
- B. Mayor opens the hearing for public comment in the following order:
 - i. Ask Town Clerk if there are any cards submitted
 - ii. Ask if there is anyone else wishing to comment
- C. Mayor closes the hearing
- D. Council discussion and vote

- 5a. p307 1. Conduct a public hearing to solicit comments and/or suggestions regarding the Draft 2025-2029 5-Year Consolidated Plan and 2025-2026 Annual Action Plan; and, 2. Adopt the Draft 2025-2029 5-Year Consolidated Plan and 2025-2026 Annual Action Plan as submitted; or, 3. Revise the Draft 2025-2029 5-Year Consolidated Plan and 2025-2026 Annual Action Plan as submitted; and, 4. Authorize staff to submit the adopted Draft 2025-2029 5-Year Consolidated Plan and 2025-2026 Annual Action Plan to the U.S. Department of Housing and Urban Development should no public comment be received. (ROLL CALL VOTE) (**Colette Curtis/Recovery & Economic Development Director**)

6. COUNCIL CONSIDERATION

Action items are presented by staff and the vote of each Council Member must be announced. A roll call vote is taken for each item on the action calendar. Citizens are allowed three (3) minutes to comment on agenda items.

- 6a. p438 1. Consider approving the Notice of Vacancy for the expiration of term for Planning Commissioner Kim Morris; and, 2. Approve the Planning Commission application and authorize staff to advertise the scheduled Planning Commission vacancy; and, 3. Designate two Town Council Members to serve on an interview panel for the Planning Commission interview process; and, 4. Schedule appointment to the vacancy at the May 13, 2025 Regular Town Council meeting with appointment to become effective June 30, 2025. (ROLL CALL VOTE) (**Melanie Elvis/Town Clerk**)
- 6b. p442 1. Consider approving the Notice of Vacancy created by a Committee Member's resignation; and, 2. Approve the Measure V application and authorize staff to advertise the Measure V Committee vacancy; and, 3. Designate two Town Council Members to serve on an interview panel for the Measure V interview process; and, 4. Schedule appointment to the vacancy at the May 13, 2025 Regular Town Council meeting with appointment to become effective immediately. (ROLL CALL VOTE) (**Melanie Elvis/Town Clerk**)
- 6c. p447 Consider adopting Resolution No. 2025-___ "A Resolution of the Town Council of the Town of Paradise Awarding Construction Contract No. 8407.3 CON, 2025 Off-System Road Rehabilitation Project, to DeSilva Gates Construction LLC in the amount of their base bid and designating authority to the Town Manager to Execute an Agreement with DeSilva Gates Construction LLC and to approve contingency expenditures not exceeding 10%". (ROLL CALL VOTE) (**Marc Mattox/Town Engineer**)

- 6d. p454 Adopt Resolution No. 2025-____, “A resolution of the Town Council of the Town of Paradise approving the plans, specifications and estimate for the On-System Road Rehabilitation – 2025 Misc / HSIP Systemic Intersection Safety Improvement Project and authorizing advertisement for bids on the project”. (ROLL CALL VOTE) (**Marc Mattox/Town Engineer**)
- 6e. p460 Hear an informational update on the closure of Honey Run Road and potential next steps. (**Marc Mattox/Town Engineer**)
- 6f. p461 Consider approving a Memorandum of Understanding between the Butte Fire Safe Council and Town of Paradise for a Ground Cover and Native Plant Garden Pilot Project along the Yellowstone Kelly Trailway near the Paradise Community Park. (ROLL CALL VOTE) (**Marc Mattox/Town Engineer**)
- 6g. p466 Consider authorizing Town Manager to enter into an agreement with Urban Design Associates (UDA) to complete Phase 3 of the Downtown Strategy. (ROLL CALL VOTE) (**Colette Curtis/Recovery & Economic Development Director**)
- 6h. p472 1. Adopt Resolution No. 2025-____, “A Resolution of the Town Council of the Town of Paradise adopting a new resolution authorizing submittal of an application to the California State Department of Housing and Community Development; if approved, execution of a standard agreement, any amendments thereto, and of any related documents necessary to participate in the HOME Investment Partnership Program; and, 2. Authorize staff to create a deferred loan agreement with Kingdom Development LLC to develop the Cape Cod Apartments using \$2 million of HOME Investment Partnership Program Income funding. (ROLL CALL VOTE) (**Colette Curtis/Recovery & Economic Development Director**)
- 6i. p476 1. Provide staff with direction on desired changes, if any, to the Paradise Municipal Code to present at a future council meeting; or, 2. Provide alternative direction to town staff. (**Tony Lindsey/Community Development Director & Jason Finney/Fire Chief**)
- 6j. p482 Consider approving the reinstatement of the Community Service Officer/ Records Position. (ROLL CALL VOTE) (**Eric Reinbold/Police Chief**)
- 6k. p484 1. After presentation, review and file the financial information provided by staff concerning the FY 2024-25 operating and capital budgets; and 2. Adopt Resolution No. 2025- ____ “A Resolution of the Town Council of the Town of Paradise Adopting Budget Amendments to the 2024/2025 Fiscal Year Budget.” (ROLL CALL VOTE) (**Aimee Belev/Finance Director**)

7. COUNCIL INITIATED ITEMS AND REPORTS

- 7a. Council initiated agenda items
- 7b. Council reports on committee representation
- 7c. Future Agenda Items

8. STAFF COMMUNICATION

8a. Town Manager Report

9. CLOSED SESSION – None

10. ADJOURNMENT

STATE OF CALIFORNIA) COUNTY OF BUTTE)	SS.
I declare under penalty of perjury that I am employed by the Town of Paradise in the Town Clerk's Department and that I posted this Agenda on the bulletin Board both inside and outside of Town Hall on the following date:	

TOWN/ASSISTANT TOWN CLERK SIGNATURE	